

**State of Connecticut
Commission on Human Rights and Opportunities
Regular Commission Meeting
Legislative Office Building, Room 1A
Hartford, CT 06106
Wednesday, July 11, 2018**



2:00 p.m.

Regular Commission Meeting Minutes

Commissioners Present

Edward Mambruno, Secretary
Andrew Norton
Lisa Giliberto
Edith Pestana
Joseph Suggs
Nicholas Kapoor
Shuana Tucker (via conference call)

Commissioners Absent

Cherron Payne, Chair

Staff Present

Tanya Hughes, Executive Director
Cheryl Sharp, Deputy Director
Emily Melendez, Assistant Attorney General

Michelle Dumas Keuler, Commission Counsel III
David Kent, Commission Counsel III
Darcy E. Jones, Legislative Analyst
Neva Elaine Vigezzi, AA HRO Representative
Monica H. Richardson, Executive Secretary
Summer Interns

Margaret Nurse Goodison, Commission Counsel III
Robin Kinstler Fox, Commission Counsel III
Ronald Simpson, Regional Manager
Muriel Carpentier, AA HRO Representative
Kristen Daniels, Executive Secretary

I. **Chairperson:** Edward Mambruno, Presiding

The meeting was convened at 2:03 p.m.

II. **Secretary:** Edward Mambruno

A motion was made by Commissioner Pestana to approve the minutes of the June 13, 2018 Regular Commission Meeting. It was seconded by Commissioner Norton. The vote was: Yes (5), No (0), and Abstentions (0). Cmr Tucker did not vote. The motion carried.

III. **Affirmative Action Recommendations – Vote Required**

The following plans were presented by Deputy Director Cheryl Sharp:

A. Staff Recommendations: **Approval**

1. Manchester Community College

Representing the agency was Patricia Lindo, Director of Human Resources and Debra Freund, Chief Diversity Officer,

The plan was recommended for **Approval**:

The agency did not meet all or substantially all of its hiring goals at 50%. The promotion goals were met at 70% and the program goals were met at 100% (2 out of 2).

The Contract Compliance Set-Aside Program for FY 2016/2017 showed 526.4% goal achievement for the SBE and 1145.2% for the MBE.

The filing history is as follows: 2013, Conditionally Approved, 2014, 2015, 2016, and 2017 Approved.

A motion was made by Commissioner Norton and seconded by Commissioner Suggs to accept staff recommendation to **approve** the plan of **Manchester Community College** and retain annual filing status. The vote was: Yes (5), No (0) and Abstentions (1). The motion carried.

2. Three Rivers Community College

Representing the agency was Louise Summa, Academic Affairs, and Ken Saad, EEO Officer.

The plan was recommended for **Approval**:

The agency has met all or substantially all of its promotion goals at 75% and the program goals at 100%. No hires occurred during this reporting period.

The Contract Compliance Set-Aside Program for FY 2016/2017 showed 150.6% goal achievement for the SBE and 222.3% for the MBE.

The filing history is as follows: 2011, Conditionally Approved, 2012, Approved 2015, 2016, and 2017 Approved.

A motion was made by Commissioner Norton and seconded by Commissioner Suggs to accept staff recommendation to **approve** the plan of **Three Rivers Community College** and retain annual filing status. The vote was: Yes (5), No (0) and Abstentions (1). The motion carried.

3. Naugatuck Valley Community College

Representing the agency were Kim Carolina, HR Director and Ron Clymer, Affirmative Action Officer.

The plan was recommended for **Approval**:

The agency has not met all or substantially all of its hiring goals at 58% and the program goals at 50%. Promotion goals were established by the college

The Contract Compliance Set-Aside Program for FY 2017/2018 showed 261% goal achievement for the SBE and 216% for the MBE.

The filing history is as follows: 2011, Approved, 2013, Approved, 2015 (April), Disapproved, Failure to file, 2015 (October), Approved and 2016, Approved.

A motion was made by Commissioner Giliberto and seconded by Commissioner Norton to accept staff recommendation to **approve** the plan of **Naugatuck Valley Community College** and retain annual filing status. The vote was: Yes (5), No (0) and Abstentions (1). The motion carried.

***The presiding Chair called the Department of Rehabilitation Services before Quinebaug Valley CC on the Agenda.*

***Commissioner Norton left the Chamber during the presentation of the Department of Rehabilitation Services AA summary. 2:34 pm*

*** Commissioner Tucker left the meeting due to technical difficulties. 2:35 pm*

4. Department of Rehabilitation Services

Representing the agency were Commissioner Amy Porter and Sabrina Betts, HR Specialist.

The plan was recommended for **Approval**:

The agency has **not** met all or substantially all of its hiring goals at 18% and the promotion goals were met at 47%. Program goals were met at 100%.

The Contract Compliance Set-Aside Program for FY 2016/2017 showed 160.3% goal achievement for the SBE and 106% for the MBE.

The filing history is as follows: 2013, 2014, 2015, 2016, and 2017, Approved.

A motion was made by Commissioner Kapoor and seconded Commissioner Pestana by Commissioner Suggs to accept staff recommendation to **approve** the plan of **Department of Rehabilitation Services** and retain annual filing status. The vote was: Yes (4), No (0) and Abstentions (1). The motion carried.

5. Quinebaug Valley Community College

Representing the agency were Paul Martland, Dean of Administration and Karla Desjardins, Associate Director of Human Resources

The plan was recommended for **Approval**:

The agency has **not** met all or substantially all of its hiring goals at 0% (0 out of 2) and the program goals were met 100%. Promotion goals were established in the prior filing

The Contract Compliance Set-Aside Program for FY 2016/2017 showed 113% goal achievement for the SBE and 104.1% for the MBE.

The filing history is as follows: 2011, Conditionally Approved, 2012, Approved, 2014 Approved, 2016, Disapproved and 2017, Approved.

A motion was made by Commissioner and seconded Norton by Commissioner Suggs to accept staff recommendation to **approve** the plan of **Quinebaug Valley Community College** and retain annual

filing status. The vote was: Yes (5), No (0) and Abstentions (0). The vote was unanimous.

B. Staff Recommendations: **Disapproval**

6. Middlesex Community College

Representing the agency were Dr. Steven Minkler, Interim Campus CEO & Dean of Academic Affairs and Anastasia Pych, Director of Human Resources.

The plan was recommended for **Disapproval**:

The agency has **not** met all or substantially all of its hiring goals at 58% and the program goals were met 50%. Promotion goals were established by the college.

The Contract Compliance Set-Aside Program for FY 2017/2018 showed 261% goal achievement for the SBE and 216% for the MBE.

The filing history is as follows: 2011, Approved, 2013, Approved, 2015 (April), Disapproved, Failure to file, 2015 (October), Approved and 2016, Approved

A motion was made by Commissioner Giliberto and seconded by Commissioner Suggs to accept staff recommendation to **approve** the plan of **Middlesex Community College** and retain annual filing status. The vote was: Yes (4), No (0) and Abstentions (1). The motion carried.

IV. Request for Reopening:

Presented by Margaret Nurse Goodison, Commission Counsel III

Ilana Haas v. Costco Wholesale
CHRO Case No. 1620204

Following presentations by the agency and complainant and lengthy discussion, a motion was made by Commissioner Suggs and seconded by Commissioner Kapoor to accept staff recommendation that the Complainant's request to reopen be **denied**. The vote was: Yes (4), No (0) and Abstentions (0). The motion carried unanimously.

V. Request for Exemption:

Presented by Cheryl Sharp for Alix Simonetti, Commission Counsel III

U.S. Bank Contract with Department of Administrative Services (DAS):
U.S. Bank Voyager Cards to purchase and monitor usage of fuel

Following a presentation made by the agency, a motion was made by Commissioner Norton and seconded by Commissioner Kapoor to accept staff recommendation that the request for Exemption be **conditionally granted** (2 conditions). The vote was: Yes (4), No (0) and Abstentions (0). The motion carried unanimously

VI. Division Reports

****The presiding Chair asked in the interest of time, could they not present the reports and they would read them at a later time.*

Executive Director's Report: by Tanya Hughes, Executive Director

A detailed production report was provided. See attached.

Outreach Report: presented by Cheryl Sharp, Deputy Director

Future Outreach Activities

- Introducing Little Kid's Speak Grades 3-5
- July 25, Summer Interns Symposium held at 450 Columbus Blvd.
- AA Regulations meeting

A detailed report was provided. See attached.

Legislative Report: by Darcy Jones, Legislative Analyst and Commission Counsel

A report was provided, See attached.

VII. New Business: N/A

VIII. Executive Session

(Requires a two-thirds vote of Commissioners Present and Voting – Staff and Guests Invited to Attend Must Be Noted)

Commissioner Kapoor moved to go into Executive session and was seconded by Commissioner Pestana for the first portion. The vote was: Yes (4), No (0) and Abstentions (0). The motion was carried at 4:01 pm.

Invited into Executive Session with the Commissioners for the first part was AAG Emily Melendez, Attorneys Robin Fox, Michelle Dumas Keuler, David Kent, and Margaret Nurse-Goodison.

1. Pending Litigation
Imperial Company Stipulated Agreement
Presented by Attorney Robin Fox
2. DHMAS Update:
Presented by Attorneys Michelle Dumas Keuler, David Kent, and Margaret Nurse-Goodison

Commissioner Norton moved to go into Executive session and was seconded by Commissioner Giliberto for the second portion. The vote was: Yes (4), No (0) and Abstentions (0). The motion was carried at 4:01 pm.

Invited into Executive Session with the Commissioners for the second part was AAG Emily Melendez only.

3. Informal Legal Advice Regarding the Commission's Authority

IX. Return from Executive Session

Commissioner Kapoor made a motion to resume the meeting at 4:37 p.m. following Executive Session and it was seconded by Commissioner Pestana. The vote was: Yes (4), No (0) and Abstentions (0). The motion carried unanimously.

X. Vote on Executive Session Items: (Action May Be Required):

Imperial Company Stipulated Agreement

Following a presentation made by during Executive session, a motion was made by Commissioner Norton and seconded by Commissioner Pestana accept staff recommendations in the stipulated agreement draft and to authorize Executive Director Hughes to sign the final stipulated agreement. The vote was: Yes (4), No (0) and Abstentions (0). The motion carried unanimously

XI. Old Business: N/A

XII. Adjournment

A motion was made by Commissioner Kapoor to adjourn the meeting and was seconded by Commissioner Giliberto. The motion to adjourn carried unanimously. The vote was Yes (4), No (0), and Abstentions (0). The meeting adjourned at 4:38 p.m.